

DISPATCH

CLASSIFICATION

~~SECRET~~

PROCESSING ACTION

TO

All Chiefs of Station and Base

INFO.

FROM

Chief, []

SUBJECT

Control of Overtime

ACTION REQUIRED - REFERENCES

MARKED FOR INDEXING

X

NO INDEXING REQUIRED

ONLY QUALIFIED DESK
CAN JUDGE INDEXING

MICROFILM

1. A directive issued by the Office of the Chief, KUBARK, on 28 January 1964, requires that, effective immediately, each component reduce overtime to the extent possible.

25X1A2d1

2. The Chief, [] is currently reviewing [] overtime levels with a view to reducing overtime whenever this can be done without adversely affecting necessary operations and production. Each [] component at headquarters has been instructed to work toward achieving the greatest possible reduction in overtime consistent with operating needs.

3. It is intended that the field also strive to reduce overtime as much as possible. The reduction is to be applied to all elements, including KUCLUB, [] Audit, etc. It is recognized that, in some elements, this may require the authorization by the Chief of Station or Base of staggered shifts and special workweeks.

25X1A

4. The KUBARK regulation which deals with overtime and holiday pay [] is being amended to tighten controls and limitations. The amended regulation will be forwarded to the field as soon as it is published.

25X1A9a

DOC	4	REV DATE	9 NOV 1981	BY	029725
ORIG COMP		ORI	30	TYPE	01
ORIG CLASS	5	PAGES		REV CLASS	C
JUST	22	NEXT REV	2011	NOTE	HR 70-2

~~CONFIDENTIAL~~

CROSS REFERENCE TO

DISPATCH SYMBOL AND NUMBER

DATE

Book Dispatch No. 4204

21 FEB 1964

~~SECRET~~

This dispatch may be destroyed when it has served its purpose.